



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE  
REFER TO FILE:

PJ-1

February 27, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**JESSE OWENS COUNTY PARK PARKING LOT IMPROVEMENT PROJECT  
ESTABLISH CAPITAL PROJECT  
APPROVE APPROPRIATION ADJUSTMENT  
APPROVE TOTAL PROJECT BUDGET  
AWARD AGREEMENT  
SUPERVISORIAL DISTRICT 2  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND  
DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Establish Capital Project 69226 for the Jesse Owens County Park Parking Lot Improvement Project and approve a total project budget of \$550,000 (Enclosure A).
2. Approve the enclosed Appropriation Adjustment (Enclosure B) in the amount of \$550,000 to fund the Jesse Owens County Park Parking Lot Improvement Project from Second District Capital Project Funds.
3. Award and authorize the Director of Public Works to execute a consultant services agreement with Wheeler & Gray, Inc., to provide design services for the Jesse Owens County Park Parking Lot Improvement Project for a not to exceed fee of \$59,940 funded by Second District Capital Project Funds and establish the effective contract date following receipt of insurance certificates filed by the consultant.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will allow design of the parking lot and drainage improvements at Jesse Owens County Park to proceed.

The existing parking lot is in a state of disrepair and of insufficient size. The pavement needs to be replaced, and the drainage needs to be upgraded to reduce future pavement damage resulting from ponding water. The improvements include repaving the extension of 98th Street that runs from Western Avenue west to the turnaround at the end of the park, the parking lot at the southwest end of the street, improving drainage near the entrance to the golf course, and constructing a new 32-stall parking lot on the west side of the existing gymnasium to provide additional parking for patrons of the adjoining Maggie Hathaway Golf Course.

Public Works is currently managing construction of the pool building at the Jesse Owens County Park. Approval of these actions will enable Public Works to complete and open both projects at the same time, thereby ensuring the most efficient and continuous park operation of the facility.

### **Implementation of Strategic Plan Goals**

These actions are consistent with the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families Well-Being as it is an investment in public infrastructure and will maintain access to the heavily used recreational facilities at Jesse Owens Park and thereby assure good health and social well-being for children and families.

### **FISCAL IMPACT/FINANCING**

The recommended agreement with Wheeler & Gray, Inc., is for a total not to exceed fee of \$59,940. The total project cost, including plans and specifications, plan check, construction, equipment, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$550,000. The Project Schedule and Budget Summary are included in Enclosure A.

Sufficient appropriation will be available in the Fiscal Year 2002-03 Capital Projects Budget (C.P. 69226) to fund this project upon your Board's approval of the enclosed Appropriation Adjustment (Enclosure B). The Appropriation Adjustment will transfer \$550,000 from Second District Capital Project Funds to Capital Project 69226.

### Operating Budget Impact

Following completion of the improvements in October 2003, Parks and Recreation will not experience any startup costs. The estimated annual operating cost for cleaning and maintaining the new parking lot is approximately \$850.

Parks and Recreation will continue to work with the Chief Administrative Office to develop recommendations to fund these operating costs.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiations, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award of this agreement, Wheeler & Gray is willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

Wheeler & Gray is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

### **ENVIRONMENTAL DOCUMENTATION**

Awarding this agreement will have no environmental impact. The appropriate environmental documentation will be completed prior to returning to your Board to request authorization to advertise for construction bids.

### **CONTRACTING PROCESS**

On June 11, 2001, Public Works issued a Request for Proposals to 80 firms to establish a list of civil engineering firms qualified to perform roadway design services. Thirty-nine firms responded to the request. An evaluation committee, consisting of Public Works' civil engineering staff, evaluated the proposals. The evaluation of the firms was based on the technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. As stated in the Request for Proposals,

each time a new project is identified, Public Works selects a consultant from the list in order of established evaluation ranking. Wheeler & Gray is the next firm on the list.

As requested by your Board on February 3, 1998, and to further increase consultant awareness of contracting opportunities with Public Works, in June 2001 Public Works advertised this Request for Proposals on the "Doing Business with the County" website.

Wheeler & Gray has agreed to provide the services for a total not to exceed fee of \$59,940. The construction administration portion of the fee will be billed during the construction phase and only after your Board's authorization to proceed with construction. The negotiated fee has been reviewed by Public Works and is considered reasonable for the scope of work.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The design phase of this project will have no impact on current County services.

**CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects), Parks and Recreation, and Public Works.

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

TIM GALLAGHER  
Director of Parks and Recreation

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cc: County Counsel  
Department of Public Social Services (GAIN/GROW Program)

February 27, 2003

**ENCLOSURE A**

**JESSE OWENS COUNTY PARK PARKING LOT IMPROVEMENT PROJECT  
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**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Award Design Contract	03/11/03
Execute Design Contract	03/13/03
Construction Document	05/12/03
Jurisdictional Approval	06/01/03
Construction Award	07/29/03
Construction Start	08/23/03
Substantial Completion	10/23/03
Final Acceptance	11/26/03

## II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Plans and Specification	
Basic Design Services	\$ 49,940
Additional/Reimbursable Services	\$ 10,000
Total Plans and Specifications	\$ 59,940
Plan Check and Jurisdictional Approvals	\$ 10,000
Construction	
Construction Contract	\$ 371,580
Change Order Contingency	\$ 37,158
Total Construction	\$ 408,738
Consultant Services	\$ 15,000
Miscellaneous Expenditures	\$ 2,160
County Services	\$ 54,162
<b>TOTAL</b>	<b>\$ 550,000</b>

February 27, 2003

**ENCLOSURE B**

**JESSE OWENS COUNTY PARK PARKING LOT IMPROVEMENT PROJECT**

**ESTABLISH CAPITAL PROJECT**

**APPROVE APPROPRIATION ADJUSTMENT**

**APPROVE TOTAL PROJECT BUDGET**

**AWARD AGREEMENT**

**APPROPRIATION ADJUSTMENT**